January 29, 1975

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. Library Legislation
2. Architectural Services - Resolution No. 75-1
3. County Organization

New Business

1. Job reclassification - Resolution No. 75-2
2. County Taxing District - Resolution No. 75-3
3. Budget Amendment - Resolution No. 75-4
4. Space Needs Study - Resolution No. 75-5
5. Intent to apply for Federal Funds
6. February meeting

Adjournment

Palm Beach County Public Library Advisory Board

Meeting of January 20, 1975

CALL TO ORDER: The regular meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes, at 8:00 p.m. on Monday, January 20, 1975, at the County Library Headquarters, 3650 Summit Boulevard, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Dorothy Brock, Mrs. Ingrid Eckler, Mr Hunter Latham, Mr. Paul Speicher, Miss Frances Walker, and Miss Susan Weaver. Also in attendance was Miss Florence E. Biller, Library Director.

ABSENT: The following members were absent: Mrs. Fran Carlton, Mr. Herbert Gildan, and Dr. Tom Zitter.

MINUTES: Mrs. Eckler made a motion that the minutes of the November meeting be approved as received. Mr. Speicher seconded the motion, and the motion carried unanimously.

REPORTS AND CORRESPONDENCE: Mrs. Eckler, Mrs. Brock, Mrs. Pipes, and Miss Biller reported on the meeting for librarians and library trustees which they had attended in Ft. Lauderdale. Mrs. Brock commended Mrs. Eckler on the excellent presentation which she had made on lobbying. The general discussion of the meeting, which was on State Library needs and the legislative program, was presented.

The Library Director reported that a gift of $625 had been received from the Chapman Fund to be used for the purchase of The Encyclopedia of World Art to be placed in the North County Branch. She also read letters from municipalities regarding the Taxing District for 1975, and a letter from a patron regarding the physical arrangement of the Central Library Book Collection.

OLD BUSINESS: LIBRARY LEGISLATION: The latest information that had been received on Florida Library Legislation was presented and discussed, but no action was taken.

ARCHITECTURAL SERVICES: RESOLUTION No. 75-1: Resolution No. 75-1 requesting the Board of County Commissioners to obtain architectural services for the preparation of a phased expansion program for the county library building on Summit Boulevard and the preparation of plans and specifications complete for formal advertising and receipt of bids for Phase I, was presented. Mrs. Eckler moved the adoption of Resolution No. 75-1, and Miss Walker seconded the motion. The motion carried unanimously.

COUNTY ORGANIZATION: The new County Organizational Chart was distributed and discussed. It was agreed that the location of the County Library as a line department was not appropriate because of the uniqueness of the

had been frozen be released, and that any additional changes affecting the library program which may be proposed because of the financial condition of the Library Taxing District be made available to the Palm Beach County Library Advisory Board for review and recommendation to the Board of County Commissioners, was presented and discussed. It was pointed out that it would be impossible to make maximum use of the new mobile unit, if bookmobile positions were frozen, and unless it became possible to carry out the program of the County Library with a full complement of personnel.

Miss Weaver recommended the adoption of Resolution No. 75-3. Mrs. Brock seconded the motion, and the motion carried unanimously.

BUDGET AMENDMENT: RESOLUTION NO.75-4:

Resolution No. 75-4, recommending an amendment to the budget to include $32,638 received in unanticipated state aid, was presented. Recommendations for the use of these funds were proposed as follows:

Books and reference materials:	$16,700.00
Salary changes to upgrade the professional library salaries effective by reclassification:	2,642.48
Reinstatement of the bookmobile librarian:	6,745.60
Equipment	6,550.00
Total	32,638.00

After some discussion, Mr. Latham moved the adoption of Resolution No. 75-4. Miss Walker seconded the motion, and the motion carried unanimously.

SPACE NEED STUDY: RESOLUTION NO.75-5:

Resolution No. 75-5, requesting that the Palm Beach County Library Advisory Board be given an opportunity to review and react to the findings and recommendations of the Space Needs Joint Task Force, as they relate to county library facilities, was presented. An explanation of this proposed study was presented also. Mr. Speicher moved the adoption of Resolution No. 75-5. Mrs. Eckler seconded the motion, and the motion carried unanimously.

FEDERAL FUNDS:

Information with regard to the notice from the State Library that a notification of intent to apply for Federal Funds should be submitted by January 31, 1975, was presented. The Library Director recommended such notices be submitted for the following programs:

1. Service to the Blind and Physically Handicapped - $40,000
2. Independent Study Program - $25,000
3. Sharing Literature with children - $20,000

Mrs. Brock moved that notifications of intent to apply for federal grants for these projects be submitted. Miss Walker seconded the motion, and the motion carried unanimously.

Miss Biller pointed out that the February meeting was scheduled for February 17, 1975, which was a County holiday. It was decided that the meeting should be held on the regular day regardless of the holiday. The Library Director was requested to send out with the notices for the February meeting copies of the Agreement between the County and the member libraries.

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD

Meeting of February 17, 1975

Agenda

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. Library Advisory Board Resolutions (from January meeting)
2. County Organization

New Business:

1. Palm Beach Gardens - Mayor
   Chairman of Centennial Commission
2. Taxing District - 1975
3. Member Library Agreements

Adjournment

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Meeting of February 17, 1975

CALL TO ORDER: The regular meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes, at 8:00 p.m. on Monday, February 17, 1975 at the County Library Headquarters, 3650 Summit Boulevard, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Ingrid Eckler, Mr. Herbert Gildan, Mr Paul Speicher, Miss Frances Walker, and Dr. Tom Zitter. Also in attendance was Florence E. Biller, Library Director.

ABSENT: The following members were absent: Mrs. Dorothy Brock, Mrs. Fran Carlton, Mr. Hunter Latham, and Miss Susan Weaver.

MINUTES: Mr. Speicher made a motion that the minutes of the January meeting be approved as received. The motion carried unanimously.

PALM BEACH GARDENS: A motion was made by Mr. Speicher to change the order of business in recognition of the attendance at this meeting of Mr. John L. Orr, the City Manager of Palm Beach Gardens, and members of the Bicentennial Committee from that community.

Mr. Orr apologized for the absence of the mayor who was unable to be present as was originally planned. He expressed the interest of the City Council in having a County Library Branch established in Palm Beach Gardens. The possibility of establishing such a branch was discussed, and it was agreed that Mr. Orr would see what space could be made available.

Mr. Sam Lowry, Chairman of the Bicentennial Committee, expressed interest in having a branch library constructed in Palm Beach Gardens as a Bicentennial memorial for 1976. Both Mr. Orr and Mr. Lowry mentioned the space which the city owns that would be very appropriate for a branch library. The area includes five acres plus parking space already there.

The members of the Library Advisory Board expressed interest in having a branch in Palm Beach Gardens and thanked the representation for appearing at the meeting. The people from Palm Beach Gardens left the meeting.

Mrs. Eckler made a motion that the Library Advisory Board present a proposal to the County Commissioners to establish a branch library as soon as possible in Palm Beach Gardens. Mr. Gildan seconded the motion, and the motion carried unanimously.

OLD BUSINESS: LIBRARY ADVISORY BOARD RESOLUTIONS: The Library Director reported on the following resolutions which had been submitted through the usual channels for the attention of the County Commissioners:

1. Resolution No. 75-1 - Architectural services - The

financial condition of the Library Taxing District without review and recommendation of the Library Advisory Board. The Library Director advised that the position had been released but no further action had been taken on the resolution.

4. Resolution No. 75-4 - Budget amendment - It was reported that while no action had been taken upon this budget amendment, covering the State Aid Grant, the County Administrator had objected to having the increase in salaries or the salary of the Bookmobile Librarian taken out of this fund instead of the regular budget.

5. Resolution No. 75-5 - Space Needs Study - It was reported that no action had been taken upon this resolution, and that the Library Director had been advised that no action was necessary because review of the space needs study by the Library Advisory Board would take place automatically.

COUNTY ORGANIZATION: The Library Director reported on the conference she had had with the County Administrator who indicated that he felt that the present organization of the County with the County Library as a line department was appropriate. She also reported that the County Administrator had expressed concern that there were too many taxing districts in Palm Beach County, and that the County Library should be a county-wide taxing district or that a re-alignment of services should take place.

The Chairman of the Board read a letter that she had received from the County Administrator in response to her letter to the Board of County Commissioners regarding the role and responsibilities of the Library Board.

NEW BUSINESS:
TAXING DISTRICT 1975: Resolution No. 75-6 establishing the area of the County Library Taxing District effective January 1, 1975, was presented. Mr. Speicher moved the adoption of Resolution No. 75-6. Mrs. Eckler seconded the motion and the motion carried unanimously.

MEMBER LIBRARY AGREEMENTS: A brief discussion was held about the agreements with member libraries, but it was decided to consider them further at the next meeting when other Board members might be present.

ROLE OF LIBRARY ADVISORY BOARD: A discussion about the place of the County Library in County Government and it's relationship to the Board of County Commissioners and the County Administrator was held.

Mr. Gildan made a motion that the meeting recess until February 24, 1975, and that the County Administrator be invited to attend the meeting so that the Library Advisory Board and the County Administrator could discuss the place of the County Library in County Government today and the role and responsibility of the Library Advisory Board. Concern was expressed over the fact that no response was being received on the five resolutions which were passed at the January meeting and had not to date been presented to the Board of County Commissioners. Miss Walker seconded the motion and the motion carried unanimously.

COUNTY ORGANIZATION: Mrs. Pipes welcomed the County Administrator and invited him to present to the members of the Library Advisory Board his thinking on the place of the County Library and the County Library Advisory Board in the organization of County Government. Mr. Rollins responded accordingly.

Mrs. Pipes asked each member of the Board to present to Mr. Rollins, and for the information of the other Board members, the role of the County Library and the Library Advisory Board as they saw it.

A discussion of reconciling potential differing philosophies followed.

Mr. Rollins apologized for the delays that the library had been experiencing through his office, and also expressed his appreciation of citizen boards and the work that the Library Advisory Board had accomplished.

Mr. Rollins suggested that the Library Advisory Board consider the place of the County Library Department under a charter form of government, and a member of the Library Advisory Board suggested that there be representation from the County Library Advisory Board on the citizens committee appointed to prepare a County Charter.

Mr. Rollins left the meeting.

[illegible]A BEACH GARDENS BRANCH LIBRARY: Resolution No. 75-7 recommending the establishment of a branch library in Palm Beach Gardens was presented and discussed together with a possible budget for the last six months of the current fiscal year. Miss Walker moved the adoption of Resolution No. 75-7. Mr. Gildan seconded the motion, and the motion carried unanimously. Mrs. Carlton moved that a copy of the resolution be sent to the Palm Beach Gardens City Council. Dr. Zitter seconded the motion, and the motion carried unanimously.

MEMBER AGREEMENTS: The agreement between the County and the member libraries was discussed as it related to Revenue Sharing Funds. It was explained that there was confusion over the use of Revenue Sharing money and paying the 15% on this fund. It was agreed that no changes in the agreement would be made at this time.

ADJOURNMENT: Mr. Speicher moved that the meeting adjourn, Mr. Gildan seconded the motion, and the meeting adjourned at 10:00 p.m.

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD

Meeting of March 17, 1975

Agenda

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business

1. Federal projects - Resolution No. 75-8

New Business

1. County Directory of Boards and Commissions
2. Space needs - capital improvement program
3. Budget

Adjournment

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Meeting of March 17, 1975

CALL TO ORDER: The regular meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes at 8:00 p.m. on Monday, March 17, 1975 at the County Library Headquarters, 3650 Summit Boulevard, West Palm Beach, Florida

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Ingrid Eckler, Mr. Hunter Latham, Miss Frances Walker, Miss Susan Weaver, and Dr. Tom Zitter. Also in attendance was Florence E. Biller, Library Director.

ABSENT: The following members were absent: Mrs. Dorothy Brock, Mrs. Fran Carlton, Mr. Herbert Gildan, and Mr. Paul Speicher.

MINUTES: Mrs. Eckler made a motion that the minutes for the February meeting be approved as received. Miss Weaver seconded the motion, and the motion carried unanimously.

REPORTS AND CORRESPONDENCE: Mrs. Eckler reported on the meeting of the State Library Advisory Council which she had attended in Tallahassee. She mentioned briefly the Federal Grant Projects which had been reviewed by the Advisory Council.

The Library Director reported on the various resolutions that had been submitted to the Board of County Commissioners by the County Library Advisory Board through the Office of the County Administrator. She also reported on what the current procedure for getting on the Board of County Commissioners' agenda was. Resolution No. 75-6 establishing the County Library District effective January 1, 1975 was scheduled to be on the Agenda on March 18, 1975.

OLD BUSINESS: RESOLUTION NO. 75-8 Resolution No. 75-8 recommending approval of the following Federal Projects was presented:

1. Service to the Blind and Physically Handicapped - $18,970 ✓
2. Independent Study Program - $25,000 20,020
3. Sharing Literature with Children - $20,000 16,000

54,970

Miss Weaver moved the adoption of Resolution No. 75-8. Miss Walker seconded the motion and the motion carried unanimously.

NEW BUSINESS: COUNTY DIRECTORY: The Library Director presented a draft of information which was to be compiled by the County as a Directory of Boards and Commissions. It had been requested that some suggestions be made with regard to the payment of expenses for members attending meetings of Boards and Commissions so that this could be uniform in the County and achieved with a minimum of paperwork. After some discussion, Miss Weaver made a motion that the provision in the Special Act creating the Library Advisory Board that Advisory Board members be paid for actual expenses be retained as in the Special Act. Dr. Zitter seconded the motion, and the motion carried unanimously.

were appointed to this committee: Dr. Zitter, Chairman; Mrs. Eckler, Mr. Gildan, Miss Walker, and Miss Weaver. As Chairman of the County Library Board, Mrs. Pipes is automatically a member of the committee.

BUDGET: The Director advised that it was anticipated that workshops for budget preparation would be held in the County in the near future.

ADJOURNMENT: There being no further business, Mrs. Eckler moved that the meeting adjourn. Miss Weaver seconded the motion, and the motion carried unanimously. The meeting adjourned at 9:15.

Florence E. Biller

FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD

Meeting of April 21, 1975

Agenda

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. State appropriation
2. County Directory of Boards and Commissions
3. Palm Beach Gardens Branch Library
4. Space needs
5. Architectural Services - Central Library

New Business:

1. Southwest Branch Library (Sandalfoot Cove), Resolution No. 75-9
2. Lake Worth Road Branch Library (Worth Plaza), Resolution No. 75-10

Adjournment

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD

Meeting of April 21, 1975

CALL TO ORDER: The regular meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes at 8:00 p.m. on Monday April 21, 1975 at the County Library Headquarters, 3650 Summit Boulevard, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Dorothy Brock, Mrs. Ingrid Eckler, Mr. Herbert Gildan, Mr. Hunter Latham, and Miss Susan Weaver. Also in attendance was Florence E. Biller, Library Director.

ABSENT: The following members were absent: Mrs. Fran Carlton, Mr. Paul Speicher, Miss Frances Walker, and Dr. Tom Zitter.

MINUTES: Mr. Latham made a motion the the minutes for the March meeting be approved as received. Mrs. Brock seconded the motion, and the motion carried unanimously.

REPORTS AND CORRESPONDENCE: The Library Director reported on a memorandum she had received from the County Administrator with regard to the reporting of absentee board members and the replacement of board members who miss three consecutive meetings. After some consideration of the memorandum it was the sense of the board that the County Library Advisory Board was not among the Boards or Commissions whose members would be replaced since no provision of this nature has been made in either the By-Laws or the Special Act establishing the Library. It was pointed out that attendance at the meeting is automatically recorded in the minutes, and that the minutes are submitted each month to the County Administrator.

OLD BUSINESS: STATE APPROPRIATION: Mrs. Eckler reported on the status of the State appropriation for the State Library and indicated the importance of contacting the members of the legislative delegation to inform them of the necessity of an appropriation to provide the maintenance of effort which is required to assure receipt of Federal Funds. It was suggested that it be pointed out to the members of the delegation that the County Library had applied for, and was eligible for $54,970 in Federal Funds, and that this would be lost if the State appropriation for library service was not maintained at the appropriate level. It was also suggested that the importance of construction funds for Palm Beach County should be pointed out to the members of the delegation.

COUNTY DIRECTORY: The Library Director reported on the status of the County Directory of Boards and Commissions which had been proposed by the County Administrator, and read what would be included in it for the County Library Board.

PALM BEACH GARDENS BRANCH LIBRARY: The status of the Palm Beach Gardens Branch Library was reported on by those who had attended the meeting of the Board of County Commissioners when the Branch Library was approved. The County Library Director reported on the space and that it was hoped that the County Library would be leasing appropriate space by May 15 and opening the branch on or around June 1.

SPACE NEEDS: A copy of the space needs inventory as completed by the library staff was provided for each member of the Library Advisory Board. In addition, the Library Director presented a chart covering suggested growth between 1976 and 1985 of the space requirements for the County Library based on accepted standards of the Florida Library Association and the American Library Association.

ARCHITECTURAL SERVICES: The Library Director reported on the status of the selection of architectural services to prepare a master plan for the Central Library Headquarters site and to prepare the necessary bid

documents for a Phase I of an expansion. She reported that the selection committee was scheduled to meet on April 28 to select the architect.

NEW BUSINESS:
WORTH PLAZA BRANCH LIBRARY:

Resolution No. 75-9 recommending the establishment of a branch library in Worth Plaza on Lake Worth Road was presented. It was pointed out that 1600 sq. ft. was available and could be leased for this branch. The Chairman of the Board reported on the request at the meeting of the Board of County Commissioners that branches be opened on Lake Worth Road and in Southwest Palm Beach County in the Sandalfoot Cove area as soon as space could be located.

Miss Weaver made a motion that Resolution 75-9 recommending the rental space available on Lake Worth Road for a branch library and the necessary budget transfer be adopted. Mr. Latham seconded the motion and the motion carried unanimously.

SOUTHWEST BRANCH LIBRARY:

Resolution No. 75-10 recommending establishment of a Southwest Branch Library in Sandalfoot Shopping Plaza in rented quarters of 1,000 sq. ft. was presented. After some discussion Mrs. Eckler made a motion that this resolution recommending the establishment of this branch in these quarters be adopted. Mrs. Brock seconded the motion and the motion carried unanimously. The resolution included a recommendation for a transfer of funds from the reserve for contingency.

ADJOURNMENT:

The meeting adjourned at 9:45 p.m.

Florence E. Biller

FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD

Meeting of May 19, 1975

Agenda

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. Southwest County Branch Library - transfer of funds
2. Palm Beach Gardens opening
3. Architectural Study - Resolution No. 75-11

New Business:

1. Civil Service study - Resolution No. 75-12
2. Central Library hours

Adjournment

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Meeting of May 19, 1975

CALL TO ORDER: The regular meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes at 8:00 p.m. on Monday, May 19, 1975 at the County Library Headquarters, 3650 Summit Boulevard, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Dorothy Brock, Mrs. Ingrid Eckler, Mr. Hunter Latham, Miss Frances Walker, and Dr. Tom Zitter. Also in attendance was Florence E. Biller, Library Director.

ABSENT: The following members were absent: Mr. Herbert Gildan, Mr. Paul Speicher, and Miss Susan Weaver.

MINUTES: Mrs. Eckler made a motion that the minutes for the April meeting be approved as received. Miss Walker seconded the motion, and the motion carried unanimously.

REPORTS AND CORRESPONDENCE:
STATE AID: Mrs. Eckler reported on the status of the State Aid appropriation for public libraries. She stated that she had called Representative Tom Lewis' office with regard to the importance of the State's maintenance of effort level to Palm Beach County in that if insufficient state funds were appropriated, we would loose Federal Grants as a result. Mrs. Pipes also reported on contacts she had made in connection with the support of an adequate state appropriation for library service in order to meet the maintenance of effort needed to retain Federal Funds.

BRANCH LIBRARIES: Mrs. Eckler also reported on the meeting with the Board of County Commissioners at which it was determined to establish a Mid-County and a Southwest County branch.

PROJECT GRANTS: The Library Director read a letter from Lorraine Schaeffer, Projects Coordinator for the State Library of Florida, unofficially advising that the County Library would be in line to receive $20,000 for the Independent Study Program, $16,000 for the Sharing Literature with Children Program, and $18,970 for the Service to the Blind and Physically Handicapped, once these projects had been approved by the State Clearing House and the Federal Government.

BOARD MEMBERSHIP: A copy of a letter addressed to Commissioner Lake Lytal by Mrs. James D. Carlton, in which she resigned as a member of the County Library Advisory Board, was read by the Library Director.

PALM SPRINGS: The Library Director reported that she had been in correspondence with the Palm Springs Assistant City Manager who had requested information with regard to the participation of the Palm Springs Library in the County Library System, as a member library rather than as a part of the Taxing District. She reported that she had sent the Assistant City Manager a copy of the agreement between the participating member municipalities in the System and the County Commissioners.

May 19, 1975

ARCHITECTURAL STUDY: RESOLUTION NO. 75-11: It was reported that sufficient funds were not available in the budget for the architectural study to plan a master plan for the site of the Central Library, and that a transfer of funds to bring the required amount into the correct budget item had been requested. Dr. Zitter moved the adoption of resolution No. 75-11 approving a transfer of funds so that the budget item for the architectural study of the headquarters site would be the required amount of $15,000. Mr Latham seconded the motion and the motion carried unanimously.

NEW BUSINESS: RESOLUTION NO. 75-12: Resolution No. 75-12 requesting that the County Library Advisory Board be permitted to meet with any personnel making a study of Palm Beach County for Civil Service purposes and that any recommendations of the report of such a study that would affect the county library personnel be subject to review and recommendation of the Library Advisory Board. Mrs. Brock moved the adoption of this resolution. Mrs. Eckler seconded the motion. After some discussion, the motion was adopted unanimously.

CENTRAL LIBRARY HOURS: The Library Director reported that it had been about two years since the present hours for the Central Library had been established, and that experience during this time had indicated that the hour from 5:00 - 6:00 p.m. on Friday was not sufficiently busy to warrant being open. She recommended that the library hours for Friday be 10:00 a.m. - 5:00 p.m. instead of 10:00 a.m. - 6:00 p.m. Mr. Latham made a motion that this recommendation be accepted effective June 1. Dr. Zitter seconded the motion and the motion carried unanimously.

ADJOURNMENT: Mrs. Eckler moved that the meeting adjourn, there being no further business. Dr. Zitter seconded the motion and the motion carried unanimously. The meeting adjourned at 9:15 p.m.

FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD

Special Meeting of June 9, 1975

AGENDA

Call to Order

Roll Call

Library Budget - 1975-1976

Adjournment

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Special Meeting of June, 9, 1975

CALL TO ORDER: A special meeting of the Palm Beach County Public Library Advisory Board was called to order by the Vice Chairman, Dr. Tom Zitter, in the absence of the Chairman, at 8:00 p.m., on Monday, June 9, 1975 at the County Library Headquarters, 3650 Summit Boulevard, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Dorothy Brock, Mrs. Ingrid Eckler, Mrs. Lois Fox, Miss Frances Walker, Miss Susan Weaver, and Dr. Tom Zitter. Also in attendance was Florence E. Biller, Library Director. Mrs. Fox, who was appointed to fill a vacancy in District No. 2 to replace Mrs. Carlton, was welcomed by the members.

ABSENT: The following members were absent: Mr. Herbert Gildan, Mr. Hunter Latham, Mrs. Jean Pipes, and Mr. Paul Speicher.

MINUTES: Mrs. Eckler made a motion that the minutes for the regular May meeting be approved as received. Miss Weaver seconded the motion and the motion carried unanimously.

REPORTS AND CORRESPONDENCE: Mrs. Eckler read a letter from the County Administrator to the Chairman of the Library Advisory Board reporting on the presentation to the Board of County Commissioners on Resolution No. 75-12 regarding a Civil Service System for Palm Beach County employees.

It was agreed that the Library Director would notify the County Administrator that Mr. Speicher's absences were excused absences due to illness.

BUDGET: The 1975-76 budget was presented by the Library Director and discussed in considerable detail. Receiving particular attention was the proposed expansion of the Central Library and the construction of a branch library in Palm Beach Gardens.

The Library Director pointed out that the budget was prepared with some firm information about projected expenses, such as insurance, being unavailable at this time, and that minor changes might have to be made in it.

A motion was made by Susan Weaver that the budget as prepared, with the inclusion of the 12,000 sq. ft. expansion of the Central Library and the construction of a 4,000 sq. ft. branch for Palm Beach Gardens be presented to the Board of County Commissioners with the understanding that it could be reconsidered at a future meeting of the Library Advisory Board. Miss Walker seconded the motion and the motion carried unanimously.

Resolution No. 75-13 recommending that the budget, calling for a total budget of $1,763,674.78, be submitted with the understanding that this was a preliminary budget request prepared with insufficient time to give it as careful thought as might be desirable, and that this budget be considered a preliminary budget so that the Library Advisory Baord might have an opportunity to recommend changes at a later date. Mrs. Brock moved the adoption of Resolution No. 75-13. Mrs. Eckler seconded the motion, and the motion carried unanimously.

ADJOURNMENT: There being no further [illegible]

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Palm Beach County Public Library
Multi-purpose Room
3650 Summit Boulevard
July 21, 1975
8:00 p.m.

AGENDA

CALL TO ORDER

ROLL CALL

MINUTES

REPORTS AND CORRESPONDENCE

OLD BUSINESS

1. PROGRESS REPORT ON LIBRARY SITE MASTER-PLAN

Wiedersum Associates have been retained to prepare a site plan for a phased expansion of the County Library Main Building on Summit Boulevard, and to prepare the bid documents for Phase I of the accepted plan. This will be the first report. It is anticipated that it will be made by representative from the consultant firm.

ACTION Representatives of the consultant firm were unable to attend the meeting. The Library Director will project library needs to the year 1980 as the basis for Phase I expansion of the Central Library.

2. PLANS FOR OPENING OF NEW BRANCH LIBRARIES

The Palm Beach Gardens Branch opened for service on May 31, 1975; Mid-County on June 25, 1975; and the Southwest County Branch will open for service in August. Plans for formal openings will be discussed.

ACTION The Palm Beach Gardens Branch official opening is July 27, 1975, at 2:00 p.m. The official ceremonies for the other two branches will be held when all the permanent equipment has been received.

NEW BUSINESS

1. DISCUSSION OF SEMI-ANNUAL REPORT OF THE LIBRARY ADVISORY BOARD TO THE BOARD OF COUNTY COMMISSIONERS.

In accordance with the request of the County Administrator, a

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Minutes of Meeting of July 21, 1975

CALL TO ORDER: The regular meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes at 8:00 p.m. on Monday, July 21, 1975 at the County Library Headquarters, 3650 Summit Boulevard, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Ingrid Eckler; Mrs. Lois Fox; Mr. Herbert Gildan; and Miss Frances Walker. Also in attendance was Florence Biller, Library Director.

ABSENT: The following members were absent: Mrs. Dorothy Brock, Mr. Hunter Latham, Mr. Paul Speicher, Miss Susan Weaver, and Dr. Tom Zitter.

MINUTES: Miss Walker made a motion that the minutes for the June meeting be approved as received. Mrs. Eckler seconded the motion, and the motion carried unanimously.

REPORTS AND CORRESPONDENCE: Mrs. Eckler reported on a feature story that had appeared in the Miami Herald stating that the only woman department head in Palm Beach County was the head of the Consumer Affairs. She had written a letter to the Miami Herald to call their attention to the County Library and to the fact that a woman had been in charge of this Department since its inception 6½ years ago. Her letter was printed with a headline in the Miami Herald.

The Library Director read a letter from the Palm Beach Gardens City Manager inviting the Library Advisory Board to the opening ceremonies for the Palm Beach Gardens Branch Library on Sunday July 27, 1975 at 2:00 p.m.

OLD BUSINESS:
1. PROGRESS REPORT ON LIBRARY SITE MASTER PLAN: The Library Director explained that Wiedersum Associates had been unable to prepare a report in time for this meeting. The consultants would like to meet with the Library Advisory Board as soon as possible, possibly in another week, by which time they will have a preliminary report.

The matter of how far into the future we should advise the architects to plan was discussed. The Library Director reported that in discussions with the architects it had become apparent that it would be ill-advised to make frequent additions to the building because of the inconvenience to the services and because of the cost. It was suggested that Phase I of the project should be an addition to the present library building of sufficient size to carry the program to the year 1980, and that the Library Director should project the needs of the County Library to the year 1980. The architects would be provided with this information as their goal for Phase I expansion. Mrs. Fox made a motion that the year 1980 be used as suggested. The motion was seconded and carried unanimously.

It was agreed that a special meeting of the Library Advisory

July 21, 1975

OLD BUSINESS: The Library Director presented a semi-annual report of the County Library Advisory Board to the Board of County Commissioners. The report was read and discussed, and minor additions and changes were agreed upon. Mrs. Eckler moved the acceptance of the report as prepared. Miss Walker seconded the motion and the motion carried unanimously. The report will be sent to the Board of County Commissioners with a covering letter from the Chairman of the County Library Advisory Board.

ADJOURNMENT: Mr. Gildan moved that the meeting adjourn. The motion was seconded, and carried unanimously. The meeting adjourned at 9:30 p.m.

Florence E. Biller

FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Palm Beach County Public Library
Multi-purpose Room
3650 Summit Boulevard
August 4, 1975
8:00 p.m.
Special Meeting

AGENDA

CALL TO ORDER

ROLL CALL

PROGRESS REPORT ON LIBRARY SITE MASTER-PLAN

Wiedersum Associates have been retained to prepare a site plan for a phased expansion of the County Library Main Building on Summit Boulevard, and to prepare the bid documents for Phase I of the accepted plan. This will be the first report and will be made by representatives from the consultant firm.

ACTION The Library Advisory Board members agreed on one of three alternative proposals for expansion. Approval of the Board of County Commissioners is needed in order for the Architects to proceed in the preparation of a Master Plan that will be acceptable. A meeting with the Board of County Commissioners is requested for the earliest possible date.

ADJOURNMENT

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Minutes of Special Meeting of August 4, 1975

.LL TO ORDER: A special meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes, at 8:00 p.m. on Monday August 4, 1975 at the County Library Headquarters, 3650 Summit Boulevard, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Ingrid Eckler; Mrs. Marie Mulhall; and Miss Frances Walker. Mrs. Mulhall was introduced to the other members as a new member appointed by Commissioner Johnson from District 3. Also in attendance was Library Director Florence Biller.

ABSENT: The following members were absent: Mrs. Dorothy Brock, Mrs. Lois Fox, Mr. Herbert Gildan, Mr. Hunter Latham, Mr. Paul Speicher, Miss Susan Weaver, and Dr. Tom Zitter.

MASTER PLAN: Mr. John Baccari and Mr. Peter Schlishinger of Wiedersum Associates were introduced. They presented three alternative proposals for a Master Plan of the Library Site providing expansion to 1980 as Phase I, with further expansion to 1985, and a twenty-year proposal to 1995.

It was pointed out that in each case additional property would be required. The amount required would be between three and four acres. This being the case, it was evident guidance from the Board of County Commissioners would be required before the architectural firm could go further with its planning.

The representatives of the architectural firm completed their presentation and left narrative explanantions and drawings for further discussion by those present, and for distribution as needed to other members of the Library Advisory Board.

After considerable discussion the members present agreed that Plan B with expansion to the East was both esthetically and practically the preferable plan. It offered the best use of the site with additions being developed with a minimum of interruption to the County Library Service.

It was agreed that the next move should be to request an appointment with the Board of County Commissioners so that the plan preferred could be recommended to them for the purpose of obtaining Board approval for the additional property.

The Library Director was directed to advise the County Administrator's office of the need for a meeting with the Board of County Commissioners in the immediate future, and to contact the other Advisory Board members so that they could be advised about the need for meeting with the County Commissioners and be informed of the progress to date.

The opinion was expressed that a late afternoon or evening meeting might permit more members of the Library Advisory Board to be present.

ADJOURNMENT: There being no further business the meeting adjourned at 9:30 p.m.

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Conference Room B
Palm Beach County Courthouse
August 11, 1975
1:30 p.m.
Special Meeting

CALL TO ORDER

ROLL CALL

REVIEW OF PRELIMINARY MASTER-PLAN

This will provide an opportunity for in-put from members who were unable to attend the recent Library Advisory Board meeting. The meeting will adjourn in time to attend the Board of County Commissioners' meeting at 2:00 p.m.

ACTION_____

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ADJOURNMENT

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Minutes of Special Meeting of August 11, 1975

CALL TO ORDER: The special meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes at 1:30 p.m. on Tuesday August 11, 1975 in Conference Room B at the Palm Beach County Courthouse, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Gloria Anderson, Mrs. Ingrid Eckler; Mrs. Lois Fox; Mrs. Marie Mulhall; and Miss Susan Weaver. Also in attendance was Library Director Florence Biller.

ABSENT: The following members were absent: Mrs. Dorothy Brock, Mr. Herbert Gildan, Mr. Hunter Latham, Mr. Paul Speicher, Miss Frances Walker, and Dr. Tom Zitter.

SITE PLAN: Mr. John Baccari and Mr. Peter Schlishinger were present to present the three proposed preliminary site plans for the benefit of the members who were unable to attend the special meeting of the Library Board on August 4, 1975.

Following their presentation, discussion of the various proposals was held. Mrs. Mulhall made a motion that the consensus of the members attending the meeting of August 4, 1975 that Plan B was the preferable plan be confirmed. Mrs. Lois Fox seconded the motion and the motion carried unanimously.

ADJOURNMENT: The meeting adjourned at 1:50 p.m. in order to attend the meeting of the Board of County Commissioners at 2:00 p.m.

Florence E. Biller

FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD

Minutes of Special Meeting of September 2, 1975

CALL TO ORDER: The Special Meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes, at 2:00 p.m. on Tuesday, September 2, 1975 in Conference Room B of the Palm Beach County Courthouse, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Gloria Anderson; Mrs. Dorothy Brock; Mrs. Ingrid Eckler; Mrs. Lois Fox; Mrs. Marie Mulhall; and Miss Susan Weaver.

Also in attendance were Library Director Florence Biller and Administrative Assistant Sue Weissman.

ABSENT: The following members were absent: Mr. Herbert Gildan, Mr. Hunter Latham, Mr. Paul Speicher, Miss Frances Walker, and Dr. Tom Zitter.

BUDGET: A revised budget recommended by the County Administrator and which called for tax levy of .334 mills was presented. The budget was adjusted to achieve this millage by removing all new positions, payments of library contracts with municipalities, all construction, and reducing the reserve for contingencies and the reserve to carry forward, and reducing the book budget.

Possible variations or other methods of reducing the tax levy were presented and discussed. Included among these was the possibility of a tax levy of .411 or an increase of .077 which would restore the book budget, restore two new positions, and restore the contracts to the municipalities.

Mrs. Eckler moved that the Library Advisory Board recommend to the Board of County Commissioners an adjusted budget which would include the restoration of the book budget at $18,217.00, the restoration of two new positions at a total of $14,621.00, and a restoration of the library contracts to the municipalities in the amount of $143,704.00 making the total budget $1,097,648.00 which would require a tax levy of .411 mills to bring in $991,929.00. Mrs. Brock seconded the motion, and the motion carried unanimously.

ADJOURNMENT: The meeting adjourned at 2:55 p.m. in order to meet in workshop session with the Board of County Commissioners.

FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Conference Room A
Palm Beach County Courthouse
September 18, 1975
7:00 p.m.
Regular Meeting

CALL TO ORDER

ROLL CALL

MINUTES

REPORTS AND CORRESPONDENCE

OLD BUSINESS

1. Progress Report on Library Site Master-Plan

   ACTION The Library Director reported on a meeting she had attended with the project architect and a representative from engineering. The scope of the project was discussed as it related to the funds available. The need for additional land was discussed. The Library Director was directed to initiate the necessary steps to have the additional land requirements committed for the County Library.

NEW BUSINESS

1. Expiration of members' terms

   ACTION The Library Director was directed to notify the Board of County Commissioners of the terms expiring on September 30, 1975.

2. Status of Taxing District

   ACTION After discussion of the potential problems inherent in the library taxes being under the County's 10-mill constitutional cap, the Library Director was instructed to initiate, in accordance with the procedure outlined by the County Attorney's office, a request for legislative action to amend the Library District's Special Act to provide for funding of the Library District as a municipal service taxing district as an alternative method of funding should it be needed at some future time.

3. Contracts with Municipalities

   ACTION The Chairman of the Library Advisory Board appointed a Committee with representation from each Commissioner's District to study the annual contract with municipalities and propose

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Conference Room A
Palm Beach County Courthouse
September 18, 1975
7:00 p.m.
Regular Meeting

CALL TO ORDER

ROLL CALL

MINUTES

REPORTS AND CORRESPONDENCE

OLD BUSINESS

1. Progress Report on Library Site Master-Plan

   ACTION_____

   _____

   _____

NEW BUSINESS

1. Expiration of members' terms

   ACTION_____

   _____

2. Status of Taxing District

   ACTION_____

   _____

3. Contracts with municipalities

   ACTION_____

   _____

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Conference Room B
Palm Beach County Courthouse
September 2, 1975
2:00 p.m.
Special Meeting

CALL TO ORDER

ROLL CALL

REVIEW OF REVISED BUDGET

The Board of County Commissioners has requested a budget that does not exceed this year's tax rate. A revised budget has been prepared accordingly.

ACTION The recommendation by the County Library Advisory Board called for a millage of .411, an increase of .077.

ADJOURNMENT

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Minutes of Meeting of September 18, 1975

CALL TO ORDER: The regular meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes, at 7:00 p.m. on Thursday, September 18, 1975 in Conference Room A at the Palm Beach County Courthouse, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Dorothy Brock; Mrs. Ingrid Eckler; Mrs. Lois Fox; Mrs. Marie Mulhall; and Dr. Thomas Zitter. Also in attendance was Florence Biller, Library Director.

ABSENT: The following members were absent: Mrs. Gloria Anderson, Mr. Herbert Gildan, Mr. Hunter Latham, Mr. Paul Speicher, Miss Frances Walker, and Miss Susan Weaver.

MINUTES: Mrs. Eckler made a motion that the minutes for the regular July meeting and the minutes of the special meetings of August 4, August 11, and September 2, 1975, be approved as received. Dr. Zitter seconded the motion, and the motion carried unanimously.

At this point in the meeting a recess was called for the purpose of attending the public hearing being held by the Board of County Commissioners on the millage to be levied for the County Library budget. Those in attendance adjourned to the County Commissioners' Chambers. There being no comments from the public on the proposed library budget and proposed millage, the Commissioners thanked the Library Advisory Board for attending, and the meeting of the Library Advisory Board was then reconvened.

REPORTS AND CORRESPONDENCE: The Library Director read a letter addressed to the members of the Library Advisory Board from Mr. John L. Orr, City Manager of Palm Beach Gardens, written on behalf of the Mayor and members of the City Council, thanking the Library Board and the Library staff for participation in the formal opening ceremonies of the Palm Beach Gardens Branch of the County Library held on Sunday, July 27, 1975.

A copy of a letter to the Florida State Library from the City Manager of the Village of Palm Springs, which had been sent to the Library Director, was read to the members. The letter advised the State Library that the City Council was expressing its intent to join the Palm Beach County Library System upon the completion of the new library building to be built at some future time.

The Library Director reported on the responses to the letter written by the Chairman of the Library Advisory Board to the Florida members of the U.S. House of Representatives in support of the override vote on the President's veto of the Education Appropriation Bill, which included funding for the Library Services and Construction Act. She also reported on the vote by the Congressmen from Florida when the Bill came to the floor of the House on September 9, 1975.

Mrs. Dorothy Brock reported on a meeting which she had attended of the League of Women Voters at which members of the Board of County Commissioners had also been in attendance. She reported on matters which had been brought up about the County Library Program.

Mrs. Eckler and Mrs. Pipes reported on a meeting which they had had with Mr. Medlen at which time various aspects of the County Library Program had been discussed.

OLD BUSINESS: LIBRARY MASTER PLAN:

The Library Director reported on a meeting she had attended with the project architect and a representative from the Engineering Department at which the project was discussed as it related to the funds available. She advised that she was waiting for a written confirmation of the maximum square footage which could be included in the Library Site Master Plan with funds budgeted.

The need for additional land to the East was discussed by the Library Advisory Board members. Mrs. Eckler made a motion that the Library Director take whatever action was necessary to begin the acquisition of the additional land or commitment of the land so that it could be acquired as needed. Mrs. Fox seconded the motion and the motion carried unanimously.

NEW BUSINESS: TERMS:

Attention was called to the fact that the end of September would see the end of terms of appointment for three of the members on the Library Advisory Board. Mrs. Brock made a motion that the Library Director notify the Board of County Commissioners of the expiration of these terms and call their attention to the faithful service of these members during their terms. Mrs. Mulhall seconded the motion, and the motion passed unanimously.

TAXING DISTRICT:

The problem inherent in the Library taxes being under the County's 10-mill Constitutional cap were discussed. The Library Director reported that the County Attorney's office had requested copies of any legislative action that seemed desirable for the next session of the legislature, and that she had discussed with a representative of the County Attorney's office the possibility of the Library being financed as a municipal service taxing district as an alternative to the present method. Dr. Zitter made a motion that the Library Director pursue immediately the matter of having the Library Special Act amended to provide for funding as a municipal service taxing district as an alternative to the present method, should this be desirable at some future time when the tax millage needed for the general fund, fire districts, and other districts under the 10-mill cap might exceed the cap. The motion was seconded and unanimously carried.

CONTRACTS WITH MUNICIPALITIES:

Attention was called to the problem of the 1975-1976 budget in connection with an attempt to hold the millage to this year's millage, and that this would not have been possible without reducing the funds paid to the member municipalities or curtailing the direct service given by the County Library. The Chairman appointed a committee, with a representative from each Commissioner's Distict, to study the annual contract with municipalities and propose recommendations for any action deemed necessary before the contracts are distributed to the municipalities for fiscal year 1976-77. Mrs. Eckler was appointed Chairman, and the following members were appointed with her: Mr. Gildan, Mrs. Fox, Mrs. Mulhall, and Dr. Zitter.

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Palm Beach County Public Library
Multi-purpose Room
3650 Summit Boulevard
October 20, 1975
8:00 p.m.
Regular Meeting

AGENDA

CALL TO ORDER

ROLL CALL

MINUTES

REPORTS AND CORRESPONDENCE

OLD BUSINESS

1. Report of the Contract Evaluation Committee

ACTION This Committee met in advance of the regular meeting. Since all Advisory Board members were present, no report was necessary.

2. Status Report on the Library Site Master Plan

ACTION The Library Director reported that agreement had been reached, at a meeting with the Consultants and the County Engineer's represenative, that the Consultants would prepare the Master Plan on the basis of 12,000 square foot additions to a total of 60,000 square feet. The Library Advisory Board took action to support this approach.

3. Status Report on Library Legislation

ACTION A report was made by the Library Director. No action was required at this time.

NEW BUSINESS

1. National Book Week, November 17-23

ACTION The Library Director was directed to proceed with plans for special observances, especially in the new branches, during National Book Week.

2. Election of officers

ACTION Mrs. Pipes was re-elected Chairman and Dr. Zitter, Vice-Chairman for the 1975-1976 year.

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Palm Beach County Public Library
Multi-purpose Room
3650 Summit Boulevard
October 20, 1975
8:00 p.m.
Regular Meeting

AGENDA

CALL TO ORDER

ROLL CALL

MINUTES

REPORTS AND CORRESPONDENCE

OLD BUSINESS

1. Report of the Contract Evaluation Committee

ACTION_____

_____

2. Status Report on the Library Site Master Plan

ACTION_____

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3. Status Report on Library Legislation

ACTION_____

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NEW BUSINESS

1. National Book Week, November 17-23, 1975

ACTION_____

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2. Election of officers

ACTION_____

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PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Minutes of Meeting of October 20, 1975

CALL TO ORDER: The annual meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes at 8:20 p.m. on Monday, October 20, 1975 at the County Library Headquarters, 3650 Summit Boulevard, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Gloria Anderson; Mrs. Ingrid Eckler; Mrs. Lois Fox; Mr. Herbert Gildan; Mrs. Marie Mulhall; Miss Frances Walker; Miss Susan Weaver; and Dr. Tom Zitter. Also in attendance was Florence E. Biller, Library Director.

ABSENT: The following members were absent: Mrs. Dorothy Brock and Mr. Hunter Latham.

MINUTES: Mrs. Eckler made a motion that the minutes for the last meeting be approved as received. Miss Weaver seconded the motion and the motion carried unanimously.

REPORTS AND CORRESPONDENCE: The Library Director read letters to the Chairman from Congressmen Paul Rogers and Congressman C.W. "Bill" Young in response to correspondence regarding the vote to override President Ford's veto of H.R. 5901, the Education Appropriations Bill.

The Library Director also reported on copies of correspondence she had received in regard to the reappointment of Miss Frances Walker and Dr. Tom Zitter to the Library Advisory Board for three-year terms.

A letter to the County Administrator from D.W. Beal with regard to Sunday hours was read. The Library Director's reply explaining that it would not be feasible to have Sunday hours because of the wide scope of the County Library program and the obligations on a county-wide basis, was also read.

The Library Director read a letter from the Mayor of Palm Beach Gardens to the Principal of Palm Beach Gardens Elementary School advising of the opening of Palm Beach Gardens Branch Library and encouraging its use by the school children and faculty.

A letter from the Mayor of Palm Beach Gardens to the Chairman of the Board of County Commissioners with regard to the construction of a branch library on City Hall property in Palm Beach Gardens was also read. The reply to this letter, written by the County Administrator to the Mayor, relating to securing proper agreements to be worked out by the County Attorney and the Attorneys for the City of Palm Beach Gardens, was also read.

After some discussion, Mr. Gildan made a motion that the Library Director contact the County Attorney and request that, before

LIBRARY SITE MASTER PLAN: The Library Director reported that agreement had been reached, at a meeting with the Consultants and the County Engineer's representative, that the Consultants would prepare the Master Plan on the basis of four 12,000 square-foot additions to the present building to be designed to a total of 60,000 square feet. The plan would also show the total site and the location of future development to a 100,000 square foot building. Miss Weaver made a motion that the Library Advisory Board go on record as supporting this approach. Dr. Zitter seconded the motion, and the motion carried unanimously.

LIBRARY LEGISLATION: Copies of the Library Director's covering memo to the County Attorney and the proposed revision of the Special Act creating the County Library were distributed to each member. There being no need for any change in the proposal at this time, no action was required.

TRUSTEES' MEETING: A letter written to Mrs. Pipes as Chairman of the Library Advisory Board inviting a member to attend the meeting of the Florida State Library Council to be held in Tampa on November 12, 1975 was read. The purpose of this meeting was to discuss financing of public library service in Florida.

There was no member of the Board who would be able to attend.

NEW BUSINESS: NATIONAL BOOK WEEK: The Library Director suggested that National Book Week from November 17-23 would be an appropriate time to publicize the Palm Beach County Library, with particular emphasis on the new branches. Mrs. Eckler made a motion that arrangements be made to have an appropriate proclamation adopted by the Board of County Commissioners and that special events and publicity be planned in observance of National Book Week. Mrs. Anderson seconded the motion, and the motion carried unanimously.

ELECTION OF OFFICERS: This being the annual meeting, the Chairman called for nominations for the Chairmanship for the year 1975-1976. Mrs. Eckler nominated Mrs. Pipes to be reelected to this office. Mr. Gildan moved that the nominations be closed, and a unanimous ballot be cast. The motion carried unanimously.

The Chairman called for nominations for the Vice Chairmanship. Mrs. Eckler nominated Dr. Zitter to be reelected for the term 1975-1976. Miss Weaver seconded the nomination, and a unanimous ballot was cast for this position.

NOVEMBER MEETING: It was agreed that in November the Library Advisory Board would have a box supper at 6:30 p.m. at which time the Contract Evaluation Committee would meet. The regular November meeting would follow immediately.

ADJOURNMENT: Miss Weaver moved that the meeting adjourn at 9:45 p.m. The motion was carried unanimously.

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
MINUTES OF CONTRACT EVALUATION COMMITTEE MEETING
October 20, 1975

Mrs. Ingrid Eckler, the Chairman of the Contract Evaluation Committee, called the meeting to order at 7:30 p.m. on Monday, October 20, 1975 in the County Library Multi-purpose Room.

All members of the Committee were present and, in addition, all members of the Library Advisory Board who were attending the meeting scheduled for 8:00 p.m. were also present.

It was agreed that the purpose of the Contract Evaluation Committee was to evaluate the contracts with the municipalities in advance of budget preparation for the next fiscal year. It was also agreed that there should be a concern for convincing the cities that the library system was a valuable service for them and that a balance of county and city charges was in order.

It was concluded that the committee would meet again prior to the regular meeting in November. In the meantime, the Library Director was to prepare a suggested "in-house" plan of action to be submitted to the members of the Library Advisory Board in advance of the meeting on November 17, 1975.

The Committee meeting adjourned at 8:20 p.m.

Florence E. Biller

FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
MINUTES OF CONTRACT EVALUATION COMMITTEE MEETING
November 17, 1975

Mrs. Ingrid Eckler, Chairman of the Contract Evaluation Committee, called the meeting of the Contract Evaluation Committee to order at 6:30 p.m. on Monday, November 17, 1975 in the County Library Multipurpose Room. The meeting was attended by the following members of the Library Advisory Board: Mrs. Ingrid Eckler, Committee Chairman; Mrs. Gloria Anderson; Mrs. Lois Fox; Mr. Herbert Gildan; Mrs. Marie Mulhall; Mrs. Jean Pipes; Miss Frances Walker; and Miss Susan Weaver. Florence E. Biller was also in attendance.

Mrs. Fox moved that the committee minutes of the previous meeting be accepted as received. The motion was seconded and carried unanimously.

The Library Director's suggested approach to reconsideration of the agreement with municipal libraries was discussed. The Committee Chairman and the Library Director reported on a computerized survey taken by the Orlando Public Library to measure the use of it's service points. Such a study could be used to determine where the people come from who use each library in the County Library System, what use they make of the library, and other related information.

Following discussion it was agreed that the Committee's recommendation to the full Advisory Board would be that the library proceed with a computerized study to determine library use throughout the System.

The Committee meeting adjourned at 8:00 p.m.

Florence E. Biller
FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Minutes of Meeting of November 17, 1975

CALL TO ORDER: The regular meeting of the Palm Beach County Public Library Advisory Board was called to order by the Chairman, Mrs. Jean Pipes at 8:00 p.m. on Monday, November 17, 1975 at the County Library Headquarters, 3650 Summit Boulevard, West Palm Beach, Florida.

PRESENT: The following members were in attendance: Mrs. Jean Pipes, Chairman; Mrs. Gloria Anderson; Mrs. Ingrid Eckler; Mr. Herbert Gildan; Mrs. Marie Mulhall; Miss Frances Walker; and Miss Susan Weaver. Also in attendance was Florence E. Biller, Library Director.

ABSENT: The following members were absent: Mrs. Dorothy Brock, Mrs. Lois Fox, Mr. Hunter Latham, and Dr. Tom Zitter.

MINUTES: Miss Walker moved that the minutes of the previous meeting be accepted as received. Mrs. Anderson seconded the motion, and the motion carried unanimously.

REPORTS AND CORRESPONDENCE: Mrs. Pipes reported that the meeting scheduled to be held in Tampa to discuss library legislation and financing for public libraries in Florida had been cancelled.

Mrs. Eckler reported on the meeting of the State Advisory Council on Libraries which she had attended in Orlando, including the showing of the film "Sharing Literature with Children" which was related to the project to be carried out in Palm Beach County on the same subject.

OLD BUSINESS: CONTRACT EVALUATION COMMITTEE: The Contract Evaluation Committee recommendation that the Library proceed with plans for a system-wide survey, preferably in January, was reported. Mr. Gildan made a motion that the Library Director be authorized to take the preliminary steps necessary to implement such a study in order to report to the Board at the January meeting, which meeting would be moved up one week and held at 7:30 p.m. with the full Board present instead of holding a premliminary meeting of the Contract Evaluation Commitee. Mrs. Mulhall seconded the motion and the motion carried unanimously.

OLD BUSINESS: BUDGET AMENDMENT: The Library Director reported on the anticipated State Aid. Resolution No. 75-14 amending the Budget to cover the State Aid was presented. Mr. Gildan moved the adoption of this Resolution. Mrs. Eckler seconded the motion and the motion carried unanimously.

ADJOURNMENT: There being no further business, Miss Weaver moved that the meeting adjourn. The motion was seconded and carried. The meeting adjourned at 9:00 p.m.

PALM BEACH COUNTY PUBLIC LIBRARY ADVISORY BOARD
Palm Beach County Public Library
Multi-purpose Room
3650 Summit Boulevard
November 17, 1975
8:00 p.m.
Regular Meeting

AGENDA

CALL TO ORDER

ROLL CALL

MINUTES

REPORTS AND CORRESPONDENCE

OLD BUSINESS

1. Report of the Contract Evaluation Committee

   ACTION The recommendation of the Committee that the library proceed with a library use study throughout the library system was accepted and the Library Director instructed to proceed and bring to the meeting in January a concrete plan of action. The January meeting date was moved up to January 12, 1975 with no meeting scheduled for December.

NEW BUSINESS

1. Budget Amendment

   ACTION Resolution No. 75-14 was adopted recommending the use of $34,727.00 in unanticipated revenue from State Aid to be processed into the budget upon receipt of the check.

ADJOURNMENT